

**GEORGIA COMPOSITE BOARD OF PROFESSIONAL COUNSELORS,
SOCIAL WORKERS AND MARRIAGE AND FAMILY THERAPISTS**
Meeting Minutes – May 03, 2013

The Georgia Composite Board of Professional Counselors, Social Workers and Marriage and Family Therapists met on Friday, May 03, 2013, at 237 Coliseum Drive, Macon, Georgia with the following members present:

BOARD MEMBERS PRESENT:

Tommy Black, LPC – Chair
Steve Livingston, MFT – Vice-Chair
Jack Perryman, LPC
Arthur Williams, LPC
Dr. Richard Long, MFT
Will Bacon, MFT (By Teleconference)
Ben Marion, CSW (By Teleconference)

BOARD MEMBERS ABSENT:

Tonya Barbee, CSW
Eunice Mixon, Consumer Member
Bob King, CSW

ADMINISTRATIVE STAFF PRESENT:

Brig Zimmerman, Executive Director, HC 1
Tricia Downing, Senior Assistant Attorney General
Hope Harrison, Board Support Specialist, HC 1

GUEST ATTENDEES:

Gale Macke, Executive Director, LPCA
Catherine Ivey, Executive Director, NASW
Sherri Greubel

Tommy Black, Chair, established a quorum of the Board was present and called the Board meeting to order at 9:09a.m.

Agenda:

Mr. Long motioned, Mr. Williams seconded, and the Board voted to approve the agenda as amended to include late agenda items. None opposed, motion carried.

- Rules Committee – new members

Minutes:

Mr. Williams motioned, Mr. Long seconded, and the Board voted to approve the following meeting minutes as amended. None opposed, motion carried.

- April 5, 2013

Board Chair Report:

- The Board will be looking at distance counseling, supervision and continuing education credits.
- Requested a Rules Discussion heading be placed on the agenda as an on-going discussion item.

Executive Director's Report:

- Mr. Zimmerman, Executive Director requested the Board consider rescheduling the August 2, 2013 meeting to August 9, 2013. It was recommended to add this to the June agenda for the benefit of those members not currently present.

- For the month of April, there were 179 paper applications received, 29 online MSW applications received, 31 licenses issued, 4 applications denied and 5 new complaint cases opened.

Correspondences:

Correspondences received between scheduled Board meetings were reviewed and discussed.

- M. Bigley – LCSW – NASW CEU Program
 - Appreciation for corresponding with the Board was expressed.
- C. Budd – CSW – Request to submit supervision documents to a third party
 - Request approved.
- K. Tharin – LPC – Request to submit supervision documents to a third party
 - Request approved.
- A. Stakiak-Brough - Application process for International applicants
 - Recommendation is to submit an application for licensure. Have a reputable credentialing evaluation service evaluate credentials and submit a report directly to the Board for review. Supervision requirements must meet the Georgia laws and Board rules.

Mr. Long motioned, Mr. Perryman seconded, and the Board voted to authorize the administrative staff to reply to correspondence as directed. None opposed, motion carried.

Petitions for Waiver/Variance Request:

- Ellegor, Marleen – Rule 135-5-.04
 - Petition denied – no evidence of substantial hardship provided.
- Gruebel, Sherri –Rule 135-9-.01 CE Requirements
 - Petition denied – waiver/variance not required.
- McNeill, Alison – Rule 135-6-.03 Biennial Renewal and Rule 135-6-.01 Reinstatement of Expired Licenses.
 - Petition denied – no evidence of substantial hardship provided.

Mr. Williams motioned, Mr. Marion seconded, and the Board voted to deny the petitions as shown above. None opposed, motion carried.

Associations – Board Update

- Gayle Macke – LPCA, Georgia Chapter
 - Provided the Board with proposed amendments to Rule 135-5-.02 for consideration.
 - Requested a list of reputable credentialing evaluators.
 - Requested the Board consider allowing applicants for Associate Professional Counselor licensure to take the exam prior to providing a contract affidavit. *(This will be an item for discussion by the Rules Committee)*
 - Noted that the 25th Annual Convention and Regional Conference will be held June 13th through 16th in Savannah. This will be their Silver Anniversary Celebration.
 - Asked if Licensees could begin sending in their citizenship affidavits required under SB 160 now? No. Mr. Zimmerman, Executive Director, explained licensees are to submit the affidavit and a secure and verifiable document with their renewal applications rather than in advance.

- Catherine Ivey – NASW, Georgia Chapter
 - Provided the Board with proposed amendments to Rule 135-9-.01 for consideration.
 - Stated she has told Clinical Social Worker (CSW) applicants that are denied to reapply for Master Social Worker (MSW) licensure and asked if this was appropriate. The Board responded that it was. Applicant could work from the MSW licensure towards the CSW licensure.

Miscellaneous Board Discussion Items:

- Memo from AAG RE: Authorization to set fines or fees.

O.C.G.A. § 43-1-7 provides authority for the board to set fees, as follows:

Each fee so established shall be reasonable and shall be determined in such a manner that the total amount of fees charged by the professional licensing board shall approximate the total of the direct and indirect costs to the state of the operations of the board.

It was requested that this item be added to the June agenda for further discussion.

- Use of Missing/Deceased Supervisor Form:
Applicants should show an effort to try and contact prior supervisors. It is the burden of the applicant to show due diligence and a documented effort to locate supervisors. If a licensed supervisor will not sign the supervision forms, the Board can follow up with that supervisor as it would be considered unethical to supervise and individual and then refuse to sign the supervision forms.
- Volunteer or unpaid experience does not count towards post-graduate supervised work experience. An employer/employee work dynamic should exist.

Mr. Long motioned, Mr. Williams seconded, and the Board voted to enter into Executive Session in accordance with O.C.G.A. § 43-1-2(k) (1) (2), O.C.G.A. § 50-14-2(1), O.C.G.A. § 43-1-2-(k) (4), O.C.G.A. § 43-1-19 (h) (2) & (4) to receive and review information pertaining to Applications, receive the Attorney General’s, Cognizant, and Professional Practice Reports. Voting in favor of the motion were those present who included Board members: Black, Perryman, Williams, Long, Bacon and Marion.

At the conclusion of Executive Session on Friday, May 03, 2013, Mr. Black declared the meeting to be “open” pursuant to the Open and Public Meeting Act O.C.G.A. § 50-14-1 et seq.

Applications:

Mr. Long motioned, Mr. Williams seconded, and the Board voted to accept the following recommendations on the Marriage & Family Therapists applications and contract changes approved since April 8, 2013 through today’s meeting date. None opposed, motion carried.

ASSOCIATE MARRIAGE & FAMILY THERAPIST BY EXAM:

- | | |
|---------|---|
| 1. K.B. | Approved to sit for exam |
| 2. S.B. | Approved to sit for exam |
| 3. A.H. | Approved to sit for exam |
| 4. M.L. | Pending receipt of additional information |
| 5. D.L. | Approved to sit for exam |
| 6. D.M. | Pending receipt of additional information |
| 7. J.M. | Approved to sit for exam |

- | | |
|----------|--------------------------|
| 8. N.R. | Approved to sit for exam |
| 9. I.S. | Approved to sit for exam |
| 10. D.S. | Approved to sit for exam |
| 11. R.T. | Approved to sit for exam |
| 12. L.W. | Approved to sit for exam |

MARRIAGE & FAMILY THERAPIST BY EXAM WAIVER:

- | | |
|--------------------|---|
| 1. Clark, Denice | Approved for licensure |
| 2. J.C. | Approved; pending receipt of additional information |
| 3. Scott, Amanda | Approved for licensure |
| 4. Townsend, Ricky | Approved for licensure |

MARRIAGE & FAMILY THERAPIST BY EXAM:

- | | |
|---------|--------------------------|
| 1. T.G. | Approved to sit for exam |
| 2. A.T. | Approved to sit for exam |

MARRIAGE & FAMILY THERAPIST BY REINSTATEMENT:

- | | |
|---------|---|
| 1. A.R. | Pending receipt of additional information |
|---------|---|

Mr. Williams motioned, Mr. Perryman seconded, and the Board voted to accept the recommendations on the Professional Counselors applications and contract changes approved since April 8, 2013 through today's meeting date. None opposed, motion carried.

ASSOCIATE PROFESSIONAL COUNSELOR CONTRACT AFFIDAVIT CHANGES:

- | | |
|-----------------------|---|
| 1. Abernathy, Jack | Approved contract |
| 2. Arcement, David | Approved contract |
| 3. Benenati, Jessica | Approved contract |
| 4. Bowers, Melissa | Approved contract |
| 5. Broadhead, Megan | Approved contract |
| 6. T.B. | Pending receipt of additional information |
| 7. Davis, Allison | Approved contract |
| 8. Dykes, Shevander | Approved contract |
| 9. Finley, Louise | Approved contract |
| 10. A.H. | Pending confirmation of compensation for services |
| 11. Johnson, Phlandra | Approved contract |
| 12. Khan, Rabia | Approved contract |
| 13. V.K. | Pending confirmation of compensation for services |
| 14. Maher, Amanda | Approved contract |
| 15. A.M. | Pending confirmation of compensation for services |
| 16. Paschal, Karen | Approved contract |
| 17. Witbeck, Marilyn | Approved contract |
| 18. Wojcik, Rhea | Approved contract |
| 19. Wood, Rachel | Approved contract |

ASSOCIATE PROFESSIONAL COUNSELOR BY EXAM:

- | | |
|---------|--------------------------|
| 1. M.A. | Approved to sit for exam |
| 2. M.B. | Approved to sit for exam |
| 3. K.B. | Approved to sit for exam |
| 4. R.B. | Approved to sit for exam |

5. A.B.	Approved to sit for exam
6. T.B.	Approved to sit for exam
7. P.B.	Pending receipt of completed application; coursework
8. L.B.	Approved to sit for exam
9. P.C.	Approved to sit for exam
10. R.C.	Approved to sit for exam
11. C.D.	Pending the receipt of completed application; supervision
12. K.E.	Approved to sit for exam
13. Y.F.	Approved to sit for exam
14. S.F.	Approved to sit for exam
15. M.F.	Pending the receipt of completed application; supervision
16. J.F.	Pending the receipt of a contract affidavit
17. C.G.	Approved to sit for exam
18. S.G.	Approved to sit for exam
19. J.H.	Approved to sit for exam
20. K.H.	Pending clarification of contract affidavit
21. B.H.	Pending the receipt of completed Supervision plan/contract
22. J.J.	Approved to sit for exam
23. F.J.	Approved to sit for exam
24. S.K.	Approved to sit for exam
25. P.K.	Pending the receipt of a contract affidavit
26. T.K.	Approved to sit for exam
27. M.K.	Approved to sit for exam
28. R.K.	Approved to sit for exam
29. K.L.	Approved to sit for exam
30. L.M.	Approved to sit for exam
31. R.M.	Approved to sit for exam
32. T.M.	Approved to sit for exam
33. C.M.	Approved to sit for exam
34. R.N.	Approved to sit for exam
35. J.P.	Approved to sit for exam
36. C.P.	Approved to sit for exam
37. B.R.	Approved to sit for exam
38. M.S.	Pending the receipt of a contract affidavit
39. B.S.	Approved to sit for exam
40. L.S.	Approved to sit for exam
41. J.T.	Approved to sit for exam
42. C.T.	Approved to sit for exam
43. L.W.	Pending the receipt of an approved contract affidavit
44. N.W.	Denied; practicum must be part of degree program

ASSOCIATE PROFESSIONAL COUNSELOR BY EXAM WAIVER:

1. Amh-Shere, Bahiyya	Approved for licensure
2. Babinska, Joanna	Approved for licensure
3. Berberich, Andrea	Approved for licensure
4. D.B.	Pending completed plan for direction/supervision
5. Brown, Melissa	Approved for licensure
6. Cannady, Charlinda	Approved for licensure
7. Graner, Jessica	Approved for licensure
8. Harris, Megaen	Approved for licensure

9. Hickmon, Erin	Approved for licensure
10. Hullender, Michelle	Approved for licensure
11. B.J.	Pending completed plan for direction/supervision
12. M.K.	Denied; pending additional information on plan of direction
13. Lester, Megan	Approved for licensure
14. Lindsey, Leila	Approved for licensure
15. Lispcomb, LaMeshia	Approved for licensure
16. London, Deidre	Approved for licensure
17. Loving, Courtney	Approved for licensure
18. Luehrman, Lacomia	Approved for licensure
19. T.M.	Approved pending a contract affidavit
20. Mitchell, Jessica	Approved for licensure
21. Murphy, Brett	Approved for licensure
22. Nelson, Debra	Approved for licensure
23. Northrup, Alissa	Approved for licensure
24. Odom, Kristy	Approved for licensure
25. C.O.	Approved for re-licensure; only 5 total years allowed
26. Rhangos, Allisaon	Approved for licensure
27. Rine, Josua	Approved for licensure
28. Smith, Lisa	Approved for licensure
29. Smith, Paula	Approved for licensure

LICENSED PROFESSIONAL COUNSELOR BY EXAM:

1. F.C.	Pending receipt of additional information
2. S.F.	Approved to sit for exam
3. J.H.	Approved to sit for exam
4. J.H.	Approved to sit for exam
5. A.R.	Approved to sit for exam
6. B.R.	Approved to sit for exam

LICENSED PROFESSIONAL COUNSELOR BY EXAM WAIVER:

1. R.A.	Pending evidence of contacting “missing” supervisor
2. Agnew, Crystal	Approved for licensure
3. Barwick, Jennifer	Approved for licensure
4. Boda, Whitney	Approved for licensure
5. Cleveland, Donna	Approved for licensure
6. Darnell, Alissa	Approved for licensure
7. DeMarco, Megan	Approved for licensure
8. Dixon, Mayi	Approved for licensure
9. Evans, Cleo	Approved for licensure
10. Fujan-Pinney, Deborah	Approved for licensure
11. Glanzer, Christopher	Approved for licensure
12. T.H.	Pending correction of Form E
13. Harrold, Twylla	Approved for licensure
14. Heard, Mikaela	Approved for licensure
15. Higgins, Marian	Approved for licensure
16. Howey, Alyce	Approved for licensure
17. Jones, Bryan	Approved for licensure
18. K.J.	Denied; does not meet supervision criteria

19. Knight, Dana	Approved for licensure
20. Kolar, Margaret	Approved for licensure
21. Love, Kisha	Approved for licensure
22. Mathisen, Jessica	Approved for licensure
23. McVey, Yolanda	Approved for licensure
24. Mott, Mary	Approved for licensure
25. Perry, Felicia	Approved for licensure
26. Robinson, Valencia	Approved for licensure
27. Rountree, Marla	Approved for licensure
28. Samuels, Keyana	Approved for licensure
29. Shuman-Miller, Deborah	Approved for licensure
30. Simpson, Faith	Approved for licensure
31. Tait, Lisa	Approved for licensure
32. Thompson, Travis	Approved for licensure
33. K.T.	Pending; Form C and E need to be notarized
34. T.U.	Denied; work experience does not meet criteria
35. Vepraskas, Rebekah	Approved for licensure
36. M.W.	Approved pending receipt of Ed. Specialist transcript

LICENSED PROFESSIONAL COUNSELOR BY ENDORSEMENT:

1. C.H.	Not reviewed
2. K.H.	Not reviewed
3. V.H.	Not reviewed
4. R.O.	Not reviewed
5. T.P.	Not reviewed
6. G.R.	Not reviewed
7. O.R.	Not reviewed

LICENSED PROFESSIONAL COUNSELOR BY REINSTATEMENT:

1. J.C.	Denied; Needs 25 CE's in person
2. B.F.	Pending passing exam score; approved to sit for exam
3. Grannis, Karen	Approved for reinstatement
4. Kennedy, Sonya	Approved for reinstatement; with fine
5. Long, Nancy	Approved for reinstatement
6. J.M.	Denied; Must show evidence of obtaining CE's or take exam
7. McCallum, Wanda	Approved for reinstatement
8. O'Dell, Amy	Approved for reinstatement
9. J.P.	Denied; Must sit for exam and submit evidence of CE's.
10. Rehberg, Alisa	Approved for reinstatement
11. Smith, Betsy	Approved for reinstatement
12. T.T.	Pending completion of application; section why he did not renew
13. Wright, Edna	Approved for reinstatement

Mr. Marion motioned, Mr. Perryman seconded, and the Board voted to accept the recommendations on the Social Workers applications approved since April 8, 2013 through today's meeting date. None opposed, motion carried.

CLINICAL SOCIAL WORKER BY EXAM:

1. R.A.	Approved to sit for exam
2. W.B.	Denied; insufficient supervision documented

3. S.B.	Pending completion of Form C
4. J.B.	Approved to sit for exam
5. C.C.	Pending the receipt of additional information
6. D.D.	Approved to sit for exam
7. T.E.	Pending receipt and review of Form C
8. S.F.	Denied; insufficient supervision documented
9. D.G.	Pending clinical hours documentation
10. S.G.	Pending documentation of supervision
11. J.H.	Approved to sit for exam
12. M.M.	Approved to sit for exam
13. S.M.	Approved to sit for exam
14. L.P.	Approved to sit for exam
15. E.R.	Approved to sit for exam
16. J.S.	Approved to sit for exam
17. S.T.	Approved to sit for exam
18. L.W.	Approved to sit for exam
19. J.W.	Approved to sit for exam
20. W.W.	Approved to sit for exam
21. C.W.	Pending the receipt of additional information
22. D.W.	Approved to sit for exam
23. V.W.	Approved to sit for exam
24. R.W.	Approved to sit for exam

CLINICAL SOCIAL WORKER BY EXAM WAIVER:

1. Bradshaw, Bettye	Approved for licensure
2. Brooks, Sharon	Approved for licensure
3. Dumas, Kelli	Approved for licensure
4. Hall, Katherine	Approved for licensure
5. Howard, LaTorey	Approved for licensure
6. Humphrey, Florence	Approved for licensure
7. J.M.	Pending receipt of Form N
8. A.S.	Pending receipt of ASWB Clinical Exam score
9. O.T.	Pending receipt of ASWB Clinical Exam score and supervision

CLINICAL SOCIAL WORKER BY REINSTATEMENT:

1. S.G.	Approved pending receipt of 3 hours CE and CSW approval
2. Healy, Dawn	Approved for reinstatement
3. Larkin, Elizabeth	Approved for reinstatement
4. E.R.	Pending the receipt of additional information

MASTER SOCIAL WORKER BY EXAM:

1. M.A.	Approved to sit for exam
2. K.A.	Approved to sit for exam
3. E.A.	Approved to sit for exam
4. O.A.	Approved to sit for exam
5. K.B.	Approved to sit for exam
6. C.B.	Approved to sit for exam
7. L.B.	Approved to sit for exam
8. K.C.	Approved to sit for exam

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|----------|--------------------------|
| 9. T.C. | Approved to sit for exam |
| 10. J.C. | Approved to sit for exam |
| 11. L.J. | Approved to sit for exam |
| 12. V.J. | Approved to sit for exam |
| 13. A.J. | Approved to sit for exam |
| 14. W.L. | Approved to sit for exam |
| 15. R.L. | Approved to sit for exam |
| 16. I.O. | Approved to sit for exam |
| 17. G.P. | Approved to sit for exam |
| 18. C.S. | Approved to sit for exam |
| 19. C.S. | Approved to sit for exam |
| 20. M.V. | Approved to sit for exam |

MASTER SOCIAL WORKER BY EXAM WAIVER:

- | | |
|---------------------|---|
| 1. Clayton, Rahsann | Approved for licensure |
| 2. K.C. | Pending receipt of additional information |
| 3. Long, Katherine | Approved for licensure |
| 4. Price, Katrice | Approved for licensure |
| 5. O.T. | Pending receipt of additional information |
| 6. Wendell, Hannah | Approved for licensure |

MASTER SOCIAL WORKER BY REINSTATEMENT:

- | | |
|----------------------|----------------------------|
| 1. Gross, Debra | Approved for reinstatement |
| 2. Johnson, Jennifer | Approved for reinstatement |

Professional Practices Committee Report:

Complaint Cases Closed:

- COMP120082, COMP130028, COMP130047, COMP130050, COMP130062, COMP130067, COMP130079 and 130086

Complaint Cases: Referred to Investigations:

- COMP130052

Complaint Cases: Pending Investigative Interview(s):

- COMP120010 and COMP120064

Mr. Marion motioned, Mr. Perryman seconded, and the Board voted to accept the Professional Practice Committee Report as presented. None opposed, motion carried.

Assistant Attorney General's Report:

Assistant Attorney General, Tricia Downing provided the Board with a status report which included information on any cases referred for action.

- 2 open/pending cases. No action required by the Board.

Mr. Williams motioned, Mr. Perryman seconded, and the Board voted to accept the Assistant Attorney General's Report as presented. None opposed, motion carried.

Executive Session Misc. Board Discussion Items:

- February 1, 2013 Executive Session Minutes
- April 5, 2013 Executive Session Minutes

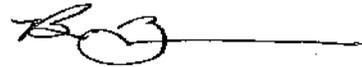
Mr. Long motioned, Mr. Marion seconded, and the Board voted to approve the February 1st and April 5th Executive Session Minutes as presented. None opposed, motion carried.

With no additional Board business requiring discussion, Mr. Marion motioned, Mr. Bacon seconded, and the Board voted to adjourn today's scheduled meeting at 1:55 p.m.

Minutes recorded by: Hope Harrison, Board Support Specialist, HC1
Minutes reviewed and edited by: Brig Zimmerman, Executive Director, HC 1

Tommy Black

Tommy Black, Chair



Brig Zimmerman, Executive Director HC1

These minutes were approved on: June 07, 2013